



**JOB OPPORTUNITY
DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
P.O. BOX 863
TRENTON, NJ 08625**



THIS POSTING IS ONLY OPEN TO THE FOLLOWING:

- ☐ Current Department of Corrections employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- ☒ Employees who are permanent in a competitive title, or a Civil Service Commission-approved non-competitive title, as a promotional or lateral opportunity, subject to current promotional and hiring restrictions
- ☐ Interested individuals who meet the stated requirements

Issue Date: September 30, 2016

Posting No.: 309-16

TITLE: Crew Supervisor, Repairers **SALARY:** \$41,230.15 - \$58,006.69

LOCATION: New Jersey State Prison, Maintenance Unit – Trenton, NJ

JOB DESCRIPTION: Under direction of a supervisor in a State department, institution or agency, supervises a group of employees engaged in the overhauling and repairing of machinery and equipment and the maintaining, repairing and reconstruction of buildings and other facilities. Supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does other related work.

REQUIREMENTS

EXPERIENCE: Three (3) years of experience in work involving the carpentry, masonry, painting and/or other types of repair and maintenance work.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

PLEASE INCLUDE RESUME *AND COPY OF TRANSCRIPTS IF APPLICABLE (UNOFFICIAL COPIES ARE ACCEPTABLE) IN YOUR RESPONSE. POSTING TITLE AND NUMBER MUST BE INCLUDED IN THE SUBJECT LINE OF YOUR E-MAIL. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN October 17, 2016.

Forward Response To:

Civilian Recruitment – Office of Human Resources
Central Office Regional Personnel Services, Region 6
P.O. Box 863
Trenton, NJ 08625-0863

Emailed resumes are to be sent only to:

Civilian.Recruitment@doc.nj.gov